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GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

**State Fire Safety Board Minutes**

Bureau of Fire Services – Conference Room B  
3101 Technology Blvd., Suite H, Lansing, MI 48910  
Thursday, September 21, 2017  
1:00 p.m.

**Members Present:**

Lynn Artman, Representing the Professional Engineers (via conference call)  
Julie Bulson, Representing the Hospital Administrators  
John Enkemann, Vice Chair, Representing the Registered Architects  
Lindsey Haley, Representing Owners of Adult Foster Care Facilities  
Mark Jensen, Representing the Liquefied Petroleum/Flammable Gas Industry  
Andrew Lenaghan, Chairman, Representing Fire Departments in the Lower Peninsula  
Kenneth Letts, Representing the Flammable Liquids Industry  
Jeramie Morris, Representing the Chemical Manufacturing Industry  
Kassandra Renneberg, Representing Places of Public Assemblage  
Ron Sabin, Representing Fire Departments in the Lower Peninsula  
Kevin Sehlmeier, State Fire Marshal, Ex-officio Member  
Robert Williams, Representing the Building Trades

**Members Absent:**

Jeffrey Green, Representing Fire Departments in the Upper Peninsula  
Tina Kerr, Representing School Board Administrators/Members  
Paul Korte, Representing the Nursing Home Industry  
Dave Piche, Representing Fire Departments in the Lower Peninsula  
Michael Powers, Representing the Licensed Electrical Contractors

**Other Attendees:**

Hollie Metts, LARA/BFS, Executive Secretary to the Board

**I. Call to Order and Determination of Quorum:**

The State Fire Safety Board (SFSB) meeting was called to order at 1:01 p.m. Chairman Andrew Lenaghan asked all in attendees to stand for the Pledge of Allegiance. Following the Pledge of Allegiance, Chairman Lenaghan advised of the emergency exiting procedures and roll call was taken by Hollie Metts, Executive Secretary to the Board. A quorum was determined present. Chairman Lenaghan welcomed all attendees and asked each member to introduce themselves.

## **II. Review and Approval of Agenda:**

**17-09-001**

A **MOTION** was made by **Board Member Kassandra Renneberg** and seconded by **Board Member Julie Bulson** to approve the meeting agenda for September 21, 2017, as presented. **MOTION CARRIED.**

## **III. Review and Approval of Minutes:**

**17-09-002**

A **MOTION** was made by **Vice Chairman John Enkemann** and seconded by **Board Member Ron Sabin** to approve the meeting minutes from June 15, 2017, as presented. **MOTION CARRIED.**

## **IV. Public Comment:**

None.

## **V. Bureau of Fire Services (BFS) Report – General Programs:**

**Fire Statistics:** As requested at the previous meeting, Fire Marshal Sehlmeier provided each of the SFSB members with fire statistics for the past three (3) years for each occupancy type. The Fire Marshal explained that all fire departments in the state of Michigan are required to report this information in the National Fire Incident Reporting System (NFIRS) on a monthly basis. However, the BFS has found that only 70-80% of fire departments are actually reporting monthly. While the stats are under reported, the BFS believes that we are capturing 90-95% of the population reported in urban and suburban areas.

**Community Risk Reduction (CRR) Program:** Fire Marshal Sehlmeier shared that Michigan is ranked among the top ten (10) states in the nation with the highest number of fire related deaths per year. As such, he has been tasked with lowering the number of fire related fatalities. To combat the issue, Fire Marshal Sehlmeier has put together a CRR Task Force, which is comprised of members from various fire departments and fire related organizations across the state. On September 7, 2017, members of the Grand Rapids Fire Department helped facilitate a strategic planning meeting. After a full-day of strategic planning, the CRR Strategic Planning Team identified their mission, vision and values, and created measureable goals. The CRR Strategic Planning team is currently in the process of fine tuning a three-year strategic and operational plan, which the Fire Marshal Sehlmeier hopes to roll out on November 1, 2017.

**GovDelivery:** Fire Marshal Sehlmeier shared that the BFS has a new way to communicate with its customers – through GovDelivery announcements. The Fire Marshal encouraged all SFSB members to sign up for GovDelivery to receive information on training opportunities and other official announcements from the BFS. To subscribe, please visit the BFS website at [www.michigan.gov/bfs](http://www.michigan.gov/bfs).

**SIGMA:** The State of Michigan is transitioning to a new system called SIGMA, which will be used for travel and expense reimbursements. SIGMA is scheduled to launch in mid-October.

**Fire Fighter Training Funds:** On October 1, 2017, the State of Michigan will distribute a total \$2 million for firefighter training. Each county will receive a minimum of \$15,000.00. The Fire Marshal asked all SFSB members to encourage their communities to spend their allotted training funds. At the end of July, the BFS pulled back all unencumbered FY17 funds and has scheduled approximately \$300,000.00 in free training for firefighters across the state.

**VI. Legislative Update:**

**Senate Bills 264 and 265:** Fire Marshal Sehlmeier reported that a vote on the bills had been delayed before the summer break. Since then, the bills passed 38-0 in the Senate and are now assigned to a committee in the House. The Fire Marshal anticipates the House will vote on the proposed legislation in early October. The Fire Marshal shared that a continuing education component is tied to the bills and that the process would be determined if/when the bills become a law.

**VII. Unfinished Business:**

None.

**VIII. New Business:**

**Appeal Hearing:** The SFSB has received an appeal request for a plan review modification denial. The Board members agreed that the appeal hearing would be held at 10:00 a.m. on October 19, 2017, at the Bureau of Fire Services prior to the next regularly scheduled meeting.

**VIII. Adjournment and Next Meeting:**

**17-09-003**

A **MOTION** was made by **Board Member Renneberg** and seconded by **Vice Chairman Enkemann** to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 2:17 p.m.

The next meeting is scheduled for October 19, 2017 at 1:00 p.m. at the Bureau of Fire Services located at 3101 Technology Blvd., Suite H in Lansing, Michigan.

  
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Chair, State Fire Safety Board

10/19/17  
Date

ANDREW R. LENAGHAN  
Printed Name of the State Fire Safety Board Chair

